

Executive Finance Committee Meeting
5/7/12
Commissioner's Conference Room, Newport

EFC Members Present: Reps. Philip "Joe" Osgood, John Cloutier, Charlene Lovett, Thomas Laware, Spec Bowers

EFC Members Absent: None

County Employees and Elected Officials Present: County Administrator Greg Chanis, SCHC (Sullivan County Health Care) Administrator Ted Purdy

Public Present: Former Sunapee Rep. Suzanne Gottling

EFC Chair, Rep. Osgood, opened meeting at 8:32 am.

Mr. Chanis first presented and briefly discussed FY 2013 County Budget Adjustments to EFC (See attached sheet).

Next, he reviewed Sullivan County's Unreserved Fund Balance History and a Proposed Use of Unreserved Fund Balance (See two separate attached sheets). Should the commissioners propose using \$300,000 of the unreserved fund balance to reduce taxes which keeps proposed county tax rate increase to 2.3%. If the \$300,000 hadn't been used to reduce taxes, the tax rate increase would have been 4.5%.

Then Mr. Chanis reviewed the Commissioners proposals for funding county grants in the FY 2013 Budget. (See attached County Grant Allocation Worksheet dated 4-6-12)

Next, he reminded EFC that because this year is an election year, the delegation is required by state law to set the salaries and any benefits for the county's elected officials. Said that in recent times, the EFC has reviewed elected officials salaries, and then made its recommendation to the rest of the delegation on such salaries.

He added that he has scheduled elected officials to come before the EFC to discuss their salaries at its May 14 meeting, have the EFC make its recommendations afterwards on May 14. Then could the rest of the delegation set the salaries after the May 16 public hearing on the Commissioners proposed FY 2013 Budget and after getting the EFC recommendations on such salaries. He also stated the EFC should also set any benefits for especially the full-time elected officials, so the delegation and he could accurately pay the full-time officials.

Mr. Chanis then reviewed a packet with salary and benefit information for each of the county's elected officials. (See attached five-page packet).

He noted that probably for just this year only the county will actually see some decreases in employee health insurance due to some hard bargaining with the unionized employees.

Next, he reviewed the commissioners proposed budget in regard to employee salaries and benefits (See attached printing on both sides sheet) and emphasized that commissioners have recommended a 3% increase in non-union employee salaries.

Corrections Supt. Ross Cunningham entered meeting at 9:23 am.

Then Mr. Chanis distributed the commissioners' recommendation for proposed capital projects in the FY 2013 Budget (See attached sheet) and answered questions from EFC about these recommendations with help from Mr. Cunningham and Mr. Purdy.

Mr. Chanis emphasized that the most expensive capital project request, the Sanders Building Roofing at \$145,000, is for the entire building's roof.

Mr. Cunningham said the \$14,750 for the CCTV Unit 3 installation is for the Corrections Dept's security camera system.

Mr. Chanis then answered questions about the second most expensive capital project the New Well Development, for which the commissioners have proposed \$100,000.

Mr. Cunningham added that the three Corrections Dept. capital projects in the Commissioners Budget proposal are must items that should be done within the next year.

Mr. Chanis announced he would submit a revised packet with salary and benefit information for the county's elected officials for the May 11 EFC meeting in Newport because of a possible packet error in the commissioners salaries spotted by Rep. Cloutier.

In regards to county grant allocations, the chair suggested that the county grants be reduced by 25% over the FY 2012 County Budget in the FY 2013 Budget, and that most be eliminated in the FY 2014 County Budget except for Turning Points Network grant which could be incorporated under the Victim/Witness Program of the county budget. Said the county should not be in the business of funding the remaining non-profit organizations that some communities like the Town of Washington, don't use.

A general discussion then ensued among EFC members about the entire issue of county grants and Rep. Osgood's proposal. Mr. Chanis also distributed a big folder with detailed information about each of the proposed county grants and how each grantee proposes to use the grants.

Mr. Chanis then reviewed and answered questions about the proposed Corrections Dept. budget in the absence of Mr. Cunningham, who had left mtg. at around 11:00 am. Their questions included ones about various federal grants obtained by Corrections within the last few years to fund its new and expanded Community Correction Facility, grants which are now expiring and will have to be replaced by revenue from other sources, which is likely property taxes. These questions were asked by the EFC as well as Former Rep. Gottling, a former EFC Chair sitting in the audience.

General discussion among Mr. Chanis and EFC then began about the Unreserved Fund Balance and using even more of the balance to reduce county property taxes.

Rep. Lovett started a general discussion about the wisdom of establishing a Capital Reserve Fund for the county, and the past history of this issue in the county. It was proposed for at least examination that such a Fund could be started with some money from the Unreserved Fund Balance.

Rep. Cloutier moved, Rep. Laware seconded a motion to hold the May 11 EFC meeting at the County Complex in Unity starting at 8:30am in a TBA room. Motion approved by 4-0 show-of-hands vote with Rep. Bowers abstaining.

Former Rep. Gottling left meeting at 12:05 pm.

Rep. Lovett moved, Rep. Cloutier seconded a motion to adjourn at 12:29 pm. Motion approved unanimously by voice vote.

John R. Cloutier

Rep. John R. Cloutier
Acting Clerk

Date Approved: June 1, 2012

Unreserved Fund Balance History Sullivan County, NH

Fiscal Year	Net Assets	Change From Prior Year	General Fund Unreserved Fund Balance	Change From Prior Year
2004	7,232,994		361,159	
2005	8,031,645	798,651	703,010	341,851
2006	6,783,530	(1,248,115)	364,264	(338,746)
2007	5,184,413	(1,599,117)	(3,248,227)	(3,612,491)
2008	4,293,147	(891,266)	(3,906,123)	(657,896)
2009	7,131,753	2,838,606	(715,613)	3,190,510
2010	9,961,000	2,829,247	2,677,000	3,392,613
2011	11,871,290	1,910,290	3,682,636	1,005,636

Proposed Use of Unreserved Fund Balance

		Change in Fund Balance	Estimated% FY12 Operating Expenses
Audited FY 11 Unreserved Fund Balance	3,682,636		
Estimated Increase/(Decrease) From FY 12 Operations	0	3,682,636	12.53%
Used as Revenue for Tax Reduction	(300,000)	3,382,636	11.51%
Used as Revenue to Offset Capital Expense	(538,864)	2,843,772	9.67%
Used as Revenue to Offset Biomass Interest Expense	(73,000)	2,770,772	9.42%
Purchase of Newport Parking Lot	(105,000)	2,665,772	9.07%
Estimated Audited FY 12 Unreserved Fund Balance		\$2,665,772	9.07%

NH DRA recommends municipalities maintain between 5-10% of annual operating expenses as unreserved fund balance

**Sullivan County Fiscal Year 2013
County Grant Allocation Worksheet
April 6, 2012**

Organization	FY 11 Grants	FY 12 Grants	FY 13 Request	Comm. FY13	EFC FY 13
Road To Independence	0	3,000	3,000		
Good Beginnings of Sullivan County	25,000	25,000	30,000		
Turning Points Network	55,000	55,000	60,000		
Big Brothers / Big Sisters of WNH	0	0	5,000		
Claremont Soup Kitchen/ Pantry	17,500	10,000	17,000		
West Central Behavioral Health	0	10,000	10,000		
Community Alliance/ Transportation	35,000	30,000	40,000		
Community Alliance/Family Services	23,250	23,250	30,000		
Lake Sunapee Mediation	7,500	7,500	10,000		
His Helping Hands	0	4,000	0		
RSVP/Volunteer Center	0	1,878	0		
Totals	163,250	169,628	205,000		

Used In May
7 Meeting

Commissioners

Calendar Year	Actual	
	\$\$\$\$	% Increase
2000	7,000	
2001	7,000	0.000%
2002	7,650	9.286%
2003	7,650	0.000%
2004	7,702	0.680%
2005	7,702	0.000%
2006	7,933	2.999%
2007	9,500	19.753%
2008	9,500	0.000%
2009	9,642	1.495%
2010	9,787	1.504%
2011	9,787	0.000%
2012	9,787	0.000%
Annualized Average Change 2000-2012		2.83%

County Comparison	
Coos	7,000
Merrimack	9,250
Cheshire	9,250
Belknap	9,354
Sullivan	9,787
Strafford	10,334
Carrol	10,500
Grafton	10,774
Hillsborough	16,500
Rockingham	19,750

Treasurer

Calendar Year	Actual	
	\$\$\$\$	% Increase
2000	3,802	
2001	3,802	0.000%
2002	3,910	2.841%
2003	3,910	0.000%
2004	3,910	0.000%
2005	4,410	12.788%
2006	4,542	2.993%
2007	4,771	5.042%
2008	4,771	0.000%
2009	4,842	1.488%
2010	4,915	1.508%
2011	4,915	0.000%
2012	4,915	0.000%

Annualized Average Change 2000-2012 2.164

County Comparison	
Coos	3,000
Merrimack	3,000
Hillsborough	3,625
Belknap	3,961
Carrol	4,725
Cheshire	4,850
Sullivan	4,915
Rockingham	6,500
Grafton	6,841
Strafford	7,507

Deeds

Calendar Year	Actual	
	\$\$\$\$	% Increase
2000	31,500	
2001	33,320	5.778%
2002	33,320	0.000%
2003	36,000	8.043%
2004	36,000	0.000%
2005	40,000	11.111%
2006	41,200	3.000%
2007	50,952	23.670%
2008	50,952	0.000%
2009	51,716	1.499%
2010	52,492	1.501%
2011	52,492	0.000%
2012	52,492	0.000%

Annualized Average Change 2000-2012 4.35%

Other Counties	
Coos	40,000
Carrol	41,580
Cheshire	49,982
Sullivan	52,492
Strafford	52,915
Hillsborough	56,100
Grafton	57,300
Rockingham	62,000
Merrimack	65,002
Belknap	68,415

Health & Dental				
Plan	Employee Annual	County Annual	Employee %	NBU Employees
Single HMO Mid 10	762.24	9565.2	7.381%	10%
Single	0	462	0.000%	0%

Attorney

Calendar Year	Actual	
	\$\$\$\$	% Increase
2000	52,000	
2001	55,005	5.779%
2002	55,005	0.000%
2003	60,000	9.081%
2004	60,000	0.000%
2005	65,000	8.333%
2006	66,950	3.000%
2007	72,157	7.777%
2008	72,157	0.000%
2009	73,239	1.500%
2010	74,337	1.499%
2011	74,337	0.000%
2012	74,337	0.000%
Annualized Average Change 2000-2012		
		3.02%

Other Counties	
Cheshire	62,004
Carroll	70,000
Coos	70,000
Sullivan	74,337
Grafton	78,443
Strafford	80,350
Hillsborough	83,000
Rockingham	85,000
Belknap	89,164
Merrimack	90,720

Health & Dental				
Plan	Employee Annual	County Annual	Employee %	NBU Employees
Single HMO Low 15	762.24	9071.76	7.751%	10%
Single	0	462	0.000%	0%

Sheriff

Calendar Year	Actual	
	\$\$\$\$	% Increase
2000	38,500	
2001	40,725	5.779%
2002	40,725	0.000%
2003	45,000	10.497%
2004	45,000	0.000%
2005	50,000	11.111%
2006	51,500	3.000%
2007	60,949	18.348%
2008	60,949	0.000%
2009	61,863	1.500%
2010	62,791	1.500%
2011	62,791	0.000%
2012	62,791	0.000%

Annualized Average Change 2000-2012 4.17%

County Comparison	
Cheshire	50,000
Coos	50,000
Hillsborough	60,000
Strafford	60,008
Carrol	60,375
Grafton	60,693
Sullivan	62,791
Rockingham	67,000
Merrimack	69,958
Belknap	74,304

Health & Dental				
Plan	Employee Annual	County Annual	Employee %	NBU Employees
2 Person HMO Low 15	2515.44	17151.36	12.79%	16.50%
Single	114.72	760.32	13.11%	14.20%

**Fiscal Year 2013
Commissioners Draft Budget
Proposed Capital Projects**

Item	Est. Cost	Account Code
Sullivan County Health Care		
Resident Room Plumbing	20,000	40.480.21096
Dishroom Floor Drain Repairs	15,000	40.480.21097
ECG Machine	3,700	10.480.21097
Hubscrub	12,000	10.480.21097
MCU Tub	25,000	10.480.21097
Misc Furniture	5,000	10.480.21097
Nursing Station PC's	3,200	10.480.21097
Omnicycle (Rehab)	7,000	10.480.21097
Point of Care EMR +Wireless Install	73,400	10.480.21097
Resident Lift (EZ Stand)	4,500	10.480.21097
Server Upgrade for EMR	9,000	10.480.21097
Resident Room beds (15)	25,000	10.480.21097
Department of Corrections		
CCTV Install Unit 3	14,750	10.481.21096
Jail Parking Repaving	15,814	10.481.21096
Jail Unit 1 & 2 Floor Epoxy Recoat	29,000	10.481.21096
Unity Facilities		
Boiler Room/Shop Garage Doors	6,500	10.484.21096
Engineering for dam repairs	10,000	10.484.21096
New Well Development	100,000	10.484.21096
Landscaping Upgrades	10,000	10.484.21096
Sanders Building Entrance Repairs	5,000	10.484.21096
Sanders Building Roofing Project	145,000	10.484.21096
Total FY 13 Capital Requests		\$538,864.00

Proposed budget recommends using unreserved fund balance to fund capital projects.